

## 5. Business Rules

These business rules give technical definitions for the fields on the *Late Reexamination Discrepancy Report*. Business rules reflect program rules and calculations performed for each field.

### 5.1 Exclusions and Notes

All report fields exclude certain information, unless otherwise indicated. For example, a distribution category will include excluded information as part of a “missing category.”

#### **EXCLUDE:**

1. Cases where the ‘type of action’ is:
  - Portability move-out (line 2a = 5)
  - End of participation (line 2a = 6)
  - FSS Enrollee or Exit (line 2a = 8)

## 5.2 Business Rules

Data Field	Business Rule
Head of Household Name	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Last name (line 3b)</li> <li>First name (line 3c)</li> <li>Middle initial (line 3d)</li> <li><b>WHEN</b> relation (line 3h = H)</li> </ul>
Head of Household SSN	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Social security number (line 3n)</li> <li><b>WHEN</b> relation (line 3h = H)</li> </ul>
HA Code	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>HA state (line 1b)</li> <li>HA number (line 1c)</li> </ul>
Project Code Public and Indian Housing only	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Program (line 1d)</li> <li>Project state if different from line 1b (line 1e)</li> <li>Project/originating HA number if different from 1c (line 1f)</li> <li>Project number (line 1g)</li> </ul>
Site Number <i>Public and Indian Housing only</i>	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Site number or suffix (line 1h)</li> </ul>
Months Late	<b>EQUALS (IN DAYS):</b> <ul style="list-style-type: none"> <li>Summarization date (first Friday of the month)</li> <li>Minus effective date of action (line 2b)</li> <li><b>WHERE</b> thirty days equals one month</li> <li><b>ROUNDS</b> the result to the nearest month</li> <li><b>COUNTED</b> late after 15 months pass since last reexamination (i.e., 1 month discrepancy in MTCS means the late reexamination is 4 months late)</li> </ul> <p>Sorts by months, in descending order</p> <b>EXCLUDES:</b> <ul style="list-style-type: none"> <li>Results that equal less than fifteen months</li> </ul>
Date of Last Reexamination	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Effective date of action (line 2b)</li> </ul>
Projected Date of Next Reexamination	<b>COMPOSED OF:</b> <ul style="list-style-type: none"> <li>Projected date of next reexamination (line 2d)</li> </ul> <b>OR</b> <p>If line 2d is blank, <b>EQUALS:</b></p> <ul style="list-style-type: none"> <li>Effective date of action (line 2b)</li> <li>Plus 12 months</li> </ul>